FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

February 26, 2015

REED SPANGLER, TREASURER
CAPITO FOR WEST VIRGINIA
P.O. BOX 11519
CHARLESTON, WV 25339

Response Due Date
04/02/2015

IDENTIFICATION NUMBER: C00539825

REFERENCE: 30 DAY POST-GENERAL REPORT (10/16/2014 - 11/24/2014)

Dear Treasurer:

This letter is prompted by the Commission's preliminary review of the report referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **An adequate response must be received at the Senate Public Records Office by the response date noted above. Failure to adequately respond by the response date noted above could result in an audit or enforcement action**. Additional information is needed for the following **2** item(s):

1. Schedule A of your report discloses a transfer(s) from the joint fundraising representative committee "Friends of Winning Women." However, your report lacks memo entries supporting the transfer(s).

Please be advised that when a committee receives a transfer from a joint fundraising representative, the committee must report its share of net proceeds received from the representative as a transfer-in on Schedule A supporting Line 12. A memo schedule A must be provided to itemize the committee's share of the gross contributions received through the joint fundraiser. The memo schedule should itemize each individual who has contributed an aggregate in excess of $200 during the election cycle and all political committees, regardless of the amount of the contribution. (11 CFR § 102.17(c)(8)(i)(B)) When itemizing gross contributions, the committee must report the date of receipt as the day the joint fundraising representative received the contribution. (11 CFR § 102.17(c)(3)(iii) Please amend your report or clarify the omission of memo entries.

2. Schedule A of your report indicates that your committee may have failed to file a required 48-hour notices regarding a "last minute" contribution received by your committee after the close of books for the 12 Day Pre-General Report.